



PRIME MINISTER'S OFFICE CIVIL STATUS DIVISION

INVITATION FOR BIDS

RENTING OF OFFICE SPACE WITH AMENITIES AT SOUILLAC TO ACCOMMODATE SOUILLAC CIVIL STATUS OFFICE

Reference No: CSD/ PMO/ Q6 of 2024-2025/ ONB

Open National Bidding

1. The Prime Minister's Office - Civil Status Division intends to rent an Office Space complete with amenities of an area of **68 - 74 m²** in the region of **Souillac** to accommodate **Souillac Civil Status Office**. Any resulting contract shall be subject to the terms and conditions referred to in the bidding document.
2. The rental of Civil Status Office shall be for a **period of one (01) year** as from the date of taking over of the building and renewable thereafter on a mutual agreement. The proposed office space/building should be of reinforced concrete, **on the ground floor within a radius of approximately 800 metres from the nearest Post Office, Police Station and Bus Stop, and as more fully detailed in the Technical Requirement Section in the Bidding Document.**
3. This Division requires that the Office Space with the necessary amenities be made available within **three (3) months or earlier after the award of contract.**
4. Bid Form together with the detailed requirements of the Division is available through direct download from Public Procurement Portal: <https://publicprocurement.govmu.org/publicprocurement/> **OR is available at the Registry of the Civil Status Office, Prime Minister's Office, 7thFloor, Emmanuel Anquetil Building, Port Louis.**
5. Bids in sealed envelope clearly marked "**RENTING OF OFFICE SPACE WITH AMENITIES AT SOUILLAC TO ACCOMMODATE SOUILLAC CIVIL STATUS OFFICE – (CSD/PMO/Q6 OF 2024-2025/ ONB)**", and indicating the closing date should be addressed to **The Registrar of Civil Status, Level 7, Emmanuel Anquetil Building, SSR Street, Port Louis** and should be deposited in the Tender Box situated at **Civil Status Division, Level 7, Emmanuel Anquetil Building, SSR Street, Port Louis** not later than **Monday 21st of October 2024 by 14:00 at latest.**
6. Bids will be opened in the Conference Room of the Civil Status Division, PMO on **the same day Monday 21st of October 2024 at 14:15**, in the presence of bidders/ bidders' representatives who choose to attend.

Civil Status Division,
Prime Minister's Office
7th Floor, Emmanuel Anquetil Blg
Port Louis
20 September 2024